

# MACOMB COUNTY SPECIAL AWARD DIRECTIONS

## for Achievement, Citizenship and Leadership

### Eligibility

1. Applicants must be 4-H Age 15 or older.
2. Applicants shall not have previously received the award. (Check with the 4-H Office if you are unsure of which awards a member has previously received.)
3. Applicants may apply for no more than two different individual special awards.
4. Youth Nominations must be made by General Leaders or Project Leaders. Members may request to be nominated. Any youth or adult may nominate for adult awards.

### Application Instructions

1. Applications must be **typed**, single-sided and single-spaced. Font size must be 10-point or larger using Times New Roman or Arial font with 1" margin all around.
2. All sections must be completed in the order they appear on the application.
3. Bullet points or columns may be used.
4. The Special Awards Cover Sheet should be placed in front of the rest of the application.
5. Any application exceeding 4 pages in length (not including the cover sheet or leader input) will be disqualified.
6. All applications must be placed in a folder or protective sheet.
7. Applicants should fill out their portion of the nomination form and give it to the leader who will be completing the application.
8. Youth or Leader should return completed nomination forms to the 4-H Office no later than November 16, 2009.

### Selection Process

Selections will be made by the County Awards Committee. One winner and one honorable mention may be recognized for each award without regard to the applicant's gender. Nomination of a member's club for the Club Community Service Award does not impact on his/her eligibility to apply for or receive individual awards. The Committee may decline to give an award if they feel none of the nominees have met the criteria.



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